

GOVERNMENT OF THE DISTRICT OF COLUMBIA POSITION VACANCY RE-ADVERTISEMENT

CHILD AND FAMILY SERVICES AGENCY HUMAN RESOURCES ADMINISTRATION

Amended: Position Grade, No. of Vacancies, Description of Duties

ANNOUNCEMENT NO: CFSA-08-P016

OPENING DATE: 02/26/08

IF "OPEN UNTIL FILLED" 3/11/08

POSITION: Nurse, RN-610-7/9/11

CLOSING DATE: Open Until Filled
DS-7 \$57,907 - \$76,387

SALARY RANGE: DS-9 \$62,539 - \$82,498
DS-11 \$67,968 - \$89,659

TOUR OF DUTY: 8:15 A.M. TO 4:45 P.M.
Monday – Friday

WORK SITE: WASHINGTON, D.C.

PROMOTION POTENTIAL: DS-11

AREA OF CONSIDERATION: Unlimited

NO. OF VACANCIES: Two (2)

AGENCY: Child and Family Services Agency (CFSA), Office of Deputy Director for Clinical Practice (ODDCP), Medical and Health Services Administration (MHSA)

DURATION OF APPOINTMENT: | X | Permanent | | Term (13 months to 4 years) NTE: _____

X Temporary (Up to 1 year, Not-to-Exceed) _____
This position IS in the collective bargaining unit represented by District of Columbia Nurses Association and you may be required to pay an agency service fee through an automatic payroll deduction

This position IS NOT in a collective bargaining unit.

RESIDENCY PREFERENCE AMENDMENT ACT: An applicant for a position in the Career Service or for an attorney position (DS-905) in the Excepted Service who is a bona fide resident of the District of Columbia AT THE TIME OF APPLICATION, may claim a hiring preference over a non-resident applicant by completing the D.C. 2000RP, Residency Preference for Employment Form, and submitting it with the D.C. 2000, Application for Employment. To be granted preference, an applicant must: (1) be qualified for the position; and (2) submit a claim form at the time of application. Except for employees entitled by law to preference, preference will not be granted unless the claim is made at the time of application.

BRIEF DESCRIPTION OF DUTIES:

The incumbent is responsible for conducting a variety of complex health care program activities, in the areas of pediatric, psychiatric and consultant services, to include program planning and development, program analysis and evaluation, program coordination and program policy implementation. Provides consultative and advisory services on a variety of complex health care program activities related to pediatric, psychiatric and/or consultative care, to include program planning and development, program analysis and evaluation, program coordination and program policy implementation. Provides consultation services and technical assistance for the planning, organizing and operations of health care functions consistent with CFSA's mission and the Medical and Health Services Administration program goals and requirements. Identifies actual and potential health problems, medical deficiencies and inadequacies, through observation, documentation, interviews with clients, healthcare providers and families with treatment through such services as case finding, management of health problems, health counseling and instruction to management officials. Assists in determining medical necessity and/or appropriateness of health care. Participates in a multidisciplinary/interdisciplinary treatment team in the formulation of a total care plan for clients. Plans, confers, and coordinates service delivery with medical, mental health, and other professional disciplines regarding the full depth of care provided to children and family members; obtains accurate history, assesses clinical information to develop treatment plans; and establishes short and long term goals to meet the client's /child's needs. Establishes working relationships with referral sources and communicates case objectives to appropriate individuals, departments and referral sources. Monitors the quality of nursing services provided. Attends court hearings and prepares court reports as needed. Makes oral and written presentations. Reviews and conducts cost benefit analyses of benefit systems to evaluate the quality of necessary medical services; identifies cases that benefit from alternative and residential care, acquires data and evaluates necessary medical services for cost containment. Initiates and maintains accurate records and other pertinent statistical reports. Coordinates service delivery using a case management model. Provides comprehensive nursing services to families in the areas of health promotion and disease prevention. Teaches and counsels sick and well children on all phases of health care and health maintenance. Accompanies Social Workers and/or independently performs home and facility visits, to monitor and/or administer direct and/or indirect services to individuals and/or family members. Counsels and refers children to a full range of mental health/social services available in the community. Performs other related duties as assigned.

QUALIFICATION REQUIREMENTS:

One year specialized experience equivalent to at least the next lower grade which has equipped the applicant with the particular knowledge, skills and abilities to perform successfully the duties of the position and that are typically in or related to the work of the position to be filled.

SELECTIVE PLACEMENT FACTORS:

- Bachelor of Science Degree in Nursing
- District of Columbia Registered Nurse License Required
- CPR Certification preferred

SUBMISSION OF RANKING FACTORS

The following ranking factors will be used in the evaluation process. All applicants **MUST** respond to the ranking factors **ON A SEPARATE SHEET OF PAPER**. Please describe specific incidents of sustained achievements from your experience that show evidence of the level at which you meet the ranking factors that have been determined to be of importance for the position for which you are applying. You may refer to any experience, education, training, awards, outside activities, etc., that indicate the degree to which you possess the job-related knowledge, skills, and abilities described in the ranking factors. The information given in response to the ranking factors should be complete and accurate to the best of your knowledge. **FAILURE TO RESPOND TO ALL RANKING FACTORS WILL ELIMINATE YOU FROM CONSIDERATION.**

1. Knowledge of child welfare and medical care to provide health care support for children and families.
2. Knowledge of professional nursing principles and procedures as applied in pediatric, psychiatric and consultative settings.
3. General knowledge of the operations, characteristics, functions and objectives of the District government, Child & Family Services Agency and related social services.
4. Thorough knowledge of HIPAA and applicable state/federal legislation as it relates to the care/well-being of children and families.
5. Ability to communicate both orally and in writing.

OTHER SIGNIFICANT FACTORS: Pursuant to the Child and Youth, Safety and Health Omnibus Congressional Review Amendment Act of 2004 and Mayor's Order 90-27 Drug-Free Workplace Act of 1988; the individual selected to fill this position will, as a condition of employment, be required to complete a Drug and Alcohol Test, Criminal Background Check, Child Protection Registry (CPR) and Traffic Records. Employment with the CFSA is subject to satisfactory findings.

DRUG-FREE WORK PLACE ACT OF 1988: "PURSUANT TO THE REQUIREMENTS OF THE DRUG-FREE WORKPLACE ACT OF 1988, THE INDIVIDUAL SELECTED TO FILL THIS POSITION WILL, AS A CONDITION OF EMPLOYMENT, BE REQUIRED TO NOTIFY HIS OR HER IMMEDIATE SUPERVISOR, IN WRITING, NO LATER THAN FIVE (5) DAYS AFTER CONVICTION OF OR A PLEA OF GUILTY TO A VIOLATION OF ANY CRIMINAL DRUG STATUTE OCCURRING IN THE WORKPLACE."

Applications received outside the area of consideration and/or after the closing date will not be given consideration. You must resubmit your resume to received consideration for any subsequent advertised position vacancies.

How to apply: All applicants, agency employees and other D.C. government employees must submit the District of Columbia government employment application (DC2000). The District of Columbia government is an equal opportunity employer. All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex (gender or sexual harassment), age, marital status, personal appearance, gender identity or expression, sexual orientation, family responsibilities, matriculation, disability, genetic information or political affiliation. Applicants will only be notified if an interview is granted.

MAIL TO:	Child and Family Services Agency Human Resources Administration 400 6th Street, SW Washington, DC 20024	WALK-INS:	955 L'Enfant Plaza, 5th Floor Washington, D.C. 20024
TO APPLY:		WEBSITE:	www.cfsa.dc.gov
FAX TO:	(202) 727-5750	TELEPHONE:	(202) 724-7373
EMAIL TO:	cfsa.jobs@dc.gov		

IN ACCORDANCE WITH THE DC HUMAN RIGHTS ACT OF 1977, AS AMENDED, DC CODE SECTION 2.1401.01 et seq., ("THE ACT") THE DISTRICT OF COLUMBIA DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX (gender or sexual harassment), AGE, MARITAL STATUS, PERSONAL APPEARANCE, SEXUAL ORIENTATION, FAMILY RESPONSIBILITIES, MATRICULATION, POLITICAL AFFILIATION, DISABILITY,, GENETIC INFORMATION,GENDER INDENTITY OR EXPRESSION, OR COLOR, DISCRIMINATION IN VIOLATION OF THE ACT WILL NOT BE TOLERATED. VIOLATORS WILL BE SUBJECT TO DISCIPLINARY ACTION.

SALARY REDUCTION OF REEMPLOYED ANNUITANTS: An individual selected for employment in the District government on or after January 1, 1980, who is receiving an annuity under any District government civilian retirement system, shall have his or her pay reduced by the amount of annuity allocable to the period of employment.
